



NORTH COUNTRY COUNCIL BOARD OF DIRECTORS MEETING MINUTES

Thursday, July 15, 2021
In Person Quorum & Virtual Attendance
Lancaster Town Hall Meeting Room
25 Main Street, Lancaster, NH 03584
2:00 p.m. to 4:00 p.m.

BOARD MEMBERS PRESENT: Doug Grant, Chair, Paul Robitaille, Secretary; Robin Irving, Vice Chair; and Carl Martland.

BOARD MEMBERS PRESENT VIRTUALLY: Jennifer Fish, Treasurer.

STAFF MEMBERS PRESENT: Michelle Moren-Grey, Executive Director; and James Steel, Finance Manager and Special Projects Planner

Call to Order

Vice Chair Irving calls the meeting to order at 2:07 p.m.

- **Attendance**

Roll call was taken.

Minutes May 27, 2021, and July 2, 2021, Meeting

MOTION: Board Member Robitaille moved to accept the Minutes of May 27, 2021, and July 2, 2021, as presented. It was seconded by Vice Chair Irving.

Board Member Robitaille: Yes.

Chairperson Grant: Yes.

Board Member Martland: Yes.

Vice Chair Irving: Yes.

Board Member Fish: Yes.

The motion carried. (5-0-0).

Financial

- **Review of June & Year End Financials**

James Steele went over the June financial report and year-end financials. He touched on a few key points:

- There was no month where North Country Council (NCC) went into the negative.
- Ended the year with \$208,713 in the bank.

- No payables left for the end of the year.

He continued to go over the financials. Discussion was had over the regional membership, including towns who chose not to participate this year, as well as any foreseeable risks that could cause the financials to change dramatically from how they were this year.

- **Indirect Cost Rate & Audit Update**

Mr. Steele indicated that they received their new indirect cost rate, which is 133.54, which is significantly lower than the past few years. He added that he has to recalculate the financials to apply that new rate, which will be set for the next two years.

Mr. Steele stated that the audit is in full swing, and that he is providing the Auditors with the documents that they are requesting.

- **Budget & Work Plan**

Michelle Moren-Grey distributed the condensed version of the budget and work plan for the Commission Meeting. She went over what it was composed of. Mr. Steele went over the draft budget. Discussion was had regarding potential reactions over the proposed budget, which does not detail previous year budgets, including necessity for capital reserve budget. Further discussion was had which questioned which was more important: membership or membership dues.

Other Business

- **Commission Meeting - July 29, 2021, 4:00 to 6:00 p.m., at Franconia Town Hall**

Ms. Moren-Grey announced the date, time, and location of the upcoming commission meeting, and discussed what was going to take place at the meeting.

- **Berlin Master Plan**

Chair Grant indicated he read in a newspaper that Berlin had sent out a bid for someone to do their Master Plan and that they received one response, which was not NCC. Ms. Moren-Grey responded that she had not seen it come out to bid and noted that the last time she had spoken to Pam, a firm was already hired to perform the work. Discussion was had regarding the bid process and who was awarded the contract.

- **Master Plans**

Ms. Moren-Grey stated that NCC just signed a contract with Dalton to do their Master Plan Update. Discussion was had regarding previous proposals to do Master Plans for other towns, wherein they weren't awarded the contract due to certain challenges they faced, particularly cost factors.

- **Byways**

Board Member Martland spoke about news articles reporting about the scenic byways.

- **Meetings**

Ms. Moren-Grey proposed meeting publicly every other month, since they are back to in-person meetings. She added that the interspersed months would be used as work sessions. The Board agreed with the proposed schedule.

- **Proposed Dalton Landfill**

Ms. Moren-Grey provided some background on the proposed Dalton landfill and indicated it may be time to notify the Commissioners of the situation. Discussion was had regarding how to approach the Commission on the subject and its impact on the Regional Plan. Further discussion was had regarding the proposed landfill, in general.

Nonpublic Session under RSA 91-A:3, II

None.

Public Comment

None.

Adjourn

MOTION: Vice Chair Irving moved to adjourn the meeting. It was seconded by Board Member Robitaille.

Board Member Robitaille: Aye.
Chairperson Grant: Aye.
Board Member Martland: Aye.
Vice Chair Irving: Aye.
Board Member Fish: Aye.

The motion carried. (5-0-0).

The motion carried. (5-0-0).

Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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